

leaves have dropped we will begin with the gutter cleaning, our ongoing challenge. I would ask Town Home owners when picking up their newspaper that the flyers go home with you and disposed of in the blue boxes. There are days where so much newsprint is in the container that it takes two of us to pull it out and is barely manageable because of the weight. Your cooperation in this matter would be greatly appreciated. I would also like to mention that as an example on October 15th we pulled 6 black garbage bags out of the blue bins in the Kensington and put them into the compactor. If you are collecting recycle materials they must be in see through bags before being thrown into the containers. Dog feces is also not to be put into the compactor but disposed of in the toilet. Dog owners, as a courtesy to the people living by the south exit of the Kensington do not let your dog do its business just outside the door on the grass. It is becoming increasingly difficult to get the grass to grow and on hot days there is an odor not to mention the dirt tracked in and up the stairs.

The storage areas in the Windsor and Mayfair were recently completed to comply with the requirements stipulated by the Surrey fire inspector. We decided to comply with the wishes of the fire department because it is in our reports every year so instead of pleading to keep plywood walls we have changed them to chain link so sprinklers can reach all areas of the storage rooms as outlined in the report. We are also looking into a way for people to secure their bicycles as per requests for bike racks in the condos.

We have changed valves in the streams to a better auto feed system and we are already seeing some very positive results in our daily water reads which translates to a substantial cost saving. Windsor is about to start their lobby renovations as well as new floor in the Kensington Library. The new modern look in the Mayfair and Kensington has been a welcome addition.

City Fire our fire suppression company looking after, smoke alarms in condo's, extinguishers and piping as well as many other issues has completed the work for this year. Just a few more things to figure out and the new heating/ cooling systems will be installed on the roofs of the Condo's. We had an incident happen with a town house fireplace. It is important to have your gas fireplace cleaned and inspected on a regular basis. Because of the age and many original it is imperative to keep them maintained. I see many people also have CO2 monitors that plug into the outlet near the fireplace also a very good idea. They are battery / AC and do beep the same as the smoke alarms when the battery is low as a warning.

I hope everyone had a wonderful Thanksgiving and until next time.
John

(5) FINANCIAL REPORT

The Treasurer reviewed the Financial Statement for the month of September 2019 with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management. **CARRIED**

A \$250,000 GIC is up for renewal on October 24th 2019. As the Rates for GIC are now lower than the CRF/Operating account, Council decided to let the GIC run out and the \$250,000 will be put back into the CRF.

The Strata Manager reviewed the arrears which are minimal.

(6) **BUSINESS ARISING FROM THE MINUTES**

- a. **MUA** – The Make-up Air units are scheduled to be installed at the end of October. It was noted that the electrical capacity is insufficient to handle the air conditioning electrical output and the electrical will need to be upgraded. A rough estimate was given by the electrician, however a proper quote will be reviewed once obtained. The Strata Manager did discuss this with Trotter and the MUA units can be installed before having the electrical upgraded. This just means the AC units will not be able to be used until the upgrade is completed.
- b. **Building Washing** – The apartment Building washing has been partially done, however, scheduling and notice conflicts have postponed the rest of the work.
- c. **Accessibility Grant** – The Accessibility Grant was approved. The next step is to obtain quotes to have a lift installed in the Kensington. Hopefully with the funding all four floors can have this work done. However, these are expensive and we will only be able to achieve what we have budgeted which is \$20,000 from the CRF and once the project is completed Rick Hansen will release another \$20,000 to go towards the project. The Strata Manager will look into obtaining quotes for this work.
- d. **Crack Injections** – There are some cracks in the Mayfair locker room. The Strata Manager will send Huinink Ventures to provide a quote for this work.
- e. **Gutters** – Three quotes were reviewed to have the gutters cleaned. It was **MOVED** and **SECONDED** to go with Bogey's Building Maintenance. **CARRIED**
- f. **TH Smoke Alarms** – The Electrician is going to provide Crossroads with an up to date list of what **townhouse** smoke detector units need to be replaced in 2020. Most of the units were done in 2013 and requiring replacement in 2023.
- g. **Windsor Storage Room** – The Windsor storage room was flagged by the fire department and needed to be re-done with all chain link and plywood removed. This will allow the sprinklers to reach this area in the event of a fire. The work was completed and meets code.
- h. **Xeriscaping Information** – As Owners are beginning to explore the idea of xeriscaping their yards it is reminded that in order to do so an alteration request must go through Council first. Posted on the Chelsea Today website will be information on how to properly xeriscape your yard if you wish to do so.
- i. **Broken Fence** – It was noted that an area of the metal fence had been kicked in and needs repairing. A member of Council will address this repair.

(6) **CORRESPONDENCE**

- A response letter was received in regards to a chargeback letter. There may have been some miscommunication between Crossroads and this Owner. However, the Owner is not disputing the chargeback.
- An Owner sent a thank you letter to Val Morris for the quick action taken during a roof leak.
- Correspondence was received about xeriscaping that was unapproved. Ashley was instructed to

speak to this Owner about conforming to the new xeriscaping plan.

- A letter was received indicating there was no response to letters from this owner. In fact this Owner has received correspondence through both emails and referenced in the minutes. This pertained to the stairs in the Kensington Building, which we are waiting to see if our grant request would be approved. The letter indicated that Rick Hansen Foundation does not provide grants to Strata Corporations, however, the Strata Manager reached out to the Rick Hansen Foundation about this which they stated, it is the complete opposite. Per their funding from the BC Government, they are not able to provide funds for individual units, rather, only for the buildings themselves for common areas.
- A few letters about cracking and lifting concrete. Murray has added these issues to the list for Tru-Level.
- A letter received indicating they did not receive any weather stripping on their new garage door. Murray will communicate with the door vendor CASP about this.
- A complaint was received that a Town House Owner continually does not secure their organics or garbage, which leads to the crows and raccoons causing a mess all over the road. Council would like to remind Owners to make sure they are securing their bins on garbage days. John does not have time to be picking up garbage all over the street because someone couldn't secure their bins down, which is required as per the bylaws:

Garbage

- 34 (1) Any articles or material other than normal household garbage and recyclables must be removed by, and at the expense of, the owners, tenants and occupants of the strata lot from which the articles or materials originated. All normal household garbage, organics or recycling must be stored in containers with secure lids, and all government regulations pertaining to recycling must be followed. A secure lid can be quite simple provided that it makes it difficult for birds, rodents and animals to access. Organic bins or totes must have the handle moved to the locked position. For those units who receive curbside collection of garbage, green waste and recyclables the containers for each must be kept within the strata lot and not outside except between 6 PM the day before the scheduled collection and 9 PM the day of collection. Owners are responsible for cleaning up any mess made by birds or animals.

(7) COMMITTEE REPORTS

- **TOWNHOUSES** – The townhouse sprinkler systems are being blown out for the winter. Murray will be doing a walk around with Tru-level to identify all the concrete repairs. The next batch of Garage doors will be ordered.
- **APARTMENTS** – It was noted that the carpet cleaning has not been up to par the last few months. The Strata Manager has put in a complaint to Service Master. Council has requested to obtain quotes on carpet cleaning once the Service Master contract is up.
- **CLUBHOUSE** – The pool is now closed. Council has requested to obtain quotes for painting and flooring for the clubhouse. It was noticed that there are 2 Tables missing from the clubhouse. If anyone has any information on these tables please let John or Crossroads know.

Clubhouse Group Requests: After reviewing all the clubhouse requests there were some changes to accommodate the following:

Fireside Room

Bridge - Every Thursday starting at 6:45PM and ending at 10:00PM

Ladies Fun Dance – Every Thursday starting at 3:30PM and ending at 6:45PM

Library

Cribbage – Every Monday starting at 2:00PM and ending at 4:00PM (Requested Fire side – However Conflict with Arts and Crafts which needs more room)

Chelsea Wine Club – Every Thursday Jan, Mar, May, Sept and Nov, starting at 7:00PM ending at 9:00PM

- **SAFETY AND SECURITY** – We have exhausted the budget for improvements. Further upgrades will be tabled until the next fiscal year.
- **LANDSCAPING** – There are some areas that require root grinding to be done. Council requested to obtain a quote.
- **BY-LAWS/RULES** – The following are the new rules for the Fireside Room rentals:

The Following Rules are part of the new Fire Side Rental Form.

RULES FOR RENTAL OF FIRESIDE LOUNGE

1. The Fireside Room and kitchen area are available to be rented on Saturdays or Sundays only, (and Christmas/Thanksgiving and between December 24 through to December 31) by an owner, for their own personal exclusive use. In the case of bereavement only, the Fireside Lounge may be rented at other times if it is not already booked. Bookings for the month of December, if NOT cancelled THIRTY days prior to the event, are NON-REFUNDABLE. The areas must not be used for commercial purposes. A rental fee of \$50.00 will be required to be paid, by the resident, to the Strata Corporation at the time of booking.
2. The Resident will also be required to pay to the Strata Corporation, a refundable Damage Deposit of \$250.00 made payable to “THE OWNERS, STRATA PLAN LMS 1416” prior to taking possession of the booked premises. Should the booked premises be damaged or left unclean, the costs will be deducted from the deposit to repair and/or replace damaged and/or missing property, and/or for the cleaning of the premises. Should these costs exceed the amount of the deposit, the resident will be held responsible for the excess.
3. All Guests, for special functions, must vacate the premises by 11:00 PM; however, cleanup operations are permitted until 11:30 PM. Cleanup MUST be completed by 10:00 AM the day following the special function. However, the food MUST be cleaned up the day of the function.
4. A maximum of forty (40) guests is permitted for each special function.

- 5 Smoking is NOT permitted within the premises or around the swimming pool.
- 6 Animals are NOT permitted within the premises.
- 7 The ovens in the kitchen area are to be used for warming of food only – no cooking is permitted. Chairs, tables and the coffee pot may be used. Glasses, dishes, serving plates and cutlery are available for rental at a cost of \$25.00 per event. These items must be cleaned and the dishwasher must be emptied by 11:30 AM the next day.
- 8 Parking is available in the visitor's spaces in the Recreation Centre parking area or outside the complex. Please note parking is not permitted on the roadways within the complex.
- 9 It is the sole responsibility of the resident to obtain any liquor licensing, as required by law.
- 10 It is the responsibility of the resident to ensure that guests stay in the rented area **ONLY**.
- 11 The resident is solely responsible for the actions of their guests, and agrees that any guests acting contrary to Strata Bylaws, or Rules may be removed at the request of a representative of the Strata Corporation.
- 12 It is agreed and acknowledged that the undersigned take full responsibility for any cost incurred for damages or cleaning.
- 13 The Strata Corporation shall prepare and print a rental agreement, reflecting all these rules and the renter shall sign this agreement prior to the event.

It was **MOVED** and **SECONDED** to approve the Fireside Rental rules above.

CARRIED

In order to rent the fireside room these forms must be filled out.

Caretaker Service Fee:

Council understands that John has had to deal with Owner issues on Strata Time. Council has asked John to take note of Owner issues done and a service fee of \$25.00 will be charged to the Owner for the Strata time spent. A New rule proposed: If the caretaker requires to deal with Owner issues on Strata Time a service fee of \$25.00 will be charged to the unit. It was **MOVED** and **SECONDED** to approve this rule.

CARRIED

- **RV-LOT** – No Report
- **ADMINISTRATION** – No report
- **EMERGENCY PREPAREDNESS COMMITTEE** – The latest report from the Committee is attached.
- **SOCIAL COMMITTEE** – Summary is attached to these minutes

(8) NEW BUSINESS

- a. **Flu-shots** – All the time slots are almost full for the flu shots. If they all fill up November 4th could potentially be another day for the shots.
- b. **New Railings to Replace Spindles** – A proposal was recently reviewed by Council to change the look of the spindles to an aluminum railing style. On average going to this aluminum railing system will save approximately 50% per assembly. It was **MOVED** and **SECONDED** to go ahead with a test unit and Council will review once completed to determine if this will be a typical repair throughout the complex. **CARRIED**
- c. **Replacing the Pub T.V.** – Council has approved the Social committee to replace the T.V. located in the Pub.
- d. **Bike Storage in the Parkade** – it was brought to the attention of Council that someone is wanting to install a “Bike Ring” in front of their parking spot. This would give the ability for an Owner to lock their bike in front of their vehicle. John will be checking with the fire department if this is okay. Also investigation will be needed as this would require drilling into the foundation of the parking garage.

(9) ADJOURNMENT

- The meeting was adjourned at 4:00 PM.
- The next council meeting is Tuesday, November 19, 2019 – 1:00 PM - Clubhouse library

Jesse Train, Strata Manager – CrossRoads Management

Owners are advised that they should retain their electronic or printed copies of the minutes for future use. Should an owner decide to sell, most prospective buyers will usually request two years worth of minutes and, if you do not have them, there is a charge of .25 per page from CrossRoads for this service. Retaining the minutes will help you and/or the buyer avoid this charge. PDF copies can also be obtained from the website.

CrossRoads Management - EMERGENCY CONTACT- 24 HOUR SERVICE - (778) 578-4445
Calling afterhours for an emergency you will be asked to press “1”. This takes you to our afterhours
24/7

Call centre who will then contact the Strata Managers (or their back-up) at home or cell phone.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
September 2019
AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2019

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Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street
Surrey, BC V3W 1J8

ASSETS

1025-0000 Bank - Westminster - Contingency	1,364,157.98
1038-1217 WSCU GIC - 2.6180% - Oct.24/19	250,000.00
1038-1237 WSCU GIC - 2.5% - Feb.25/20	200,000.00
1038-1238 WSCU GIC - 2.5% - Apr.26/20	300,000.00
1038-1242 WSCU GIC - 2.4040% - Jun.01/20	300,000.00
1200-0000 Prepaid Insurance	115,500.44

TOTAL ASSETS

2,529,658.42

LIABILITIES

2012-2500 Accrued Expenses	5,595.40
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TOTAL LIABILITIES

5,595.40

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,276,165.64
3510-0000 Net Income - Current Year	247,897.38

TOTAL OWNERS' EQUITY

2,524,063.02

TOTAL LIABILITIES AND EQUITY

2,529,658.42

Date: OCT 10 2019
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
September 2019
AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2019

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Prepared For:
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Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street
Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartment	12,027.83	12,027.83	0.00	0.00	84,194.81	84,194.81	0.00	0.00	144,334.00
4010-6000 Strata Fees - Townhome	26,168.00	26,168.00	0.00	0.00	183,176.00	183,176.00	0.00	0.00	314,016.00
TOTAL	38,195.83	38,195.83	0.00	0.00	267,370.81	267,370.81	0.00	0.00	458,350.00
4031-0000 Interest Income	2,763.80	0.00	2,763.80	0	31,901.51	0.00	31,901.51	0	0.00
4031-6000 Interest Income- Insur. L	599.17	0.00	599.17	0	4,194.19	0.00	4,194.19	0	0.00
TOTAL	3,362.97	0.00	3,362.97	0	36,095.70	0.00	36,095.70	0	0.00
TOTAL INCOME	41,558.80	38,195.83	3,362.97	8.80	303,466.51	267,370.81	36,095.70	13.50	458,350.00
6276-2019 Windsor Lobby/Parkade	3,459.12	2,916.67	-542.45	-18.60	4,513.05	20,416.69	15,903.64	77.90	35,000.00
6278-2019 Apt MUA Replacement	0.00	15,000.00	15,000.00	100.0	401.63	105,000.00	104,598.37	99.62	180,000.00
TOTAL EXPS. BEFORE UTILITIES	3,459.12	17,916.67	14,457.55	80.69	4,914.68	125,416.69	120,502.01	96.08	215,000.00
TOWNHOUSE EXPENSES									
6342-2019 2019 Townhouse Envelo	3,967.28	7,500.00	3,532.72	47.10	32,520.95	52,500.00	19,979.05	38.06	90,000.00
6344-2019 Garage Doors	0.00	2,083.33	2,083.33	100.0	0.00	14,583.31	14,583.31	100.0	25,000.00
TOTAL OPERATING EXPS. - T.H.	3,967.28	9,583.33	5,616.05	58.60	32,520.95	67,083.31	34,562.36	51.52	115,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6511-2019 Landscaping Remediatio	13,125.00	2,916.67	-10,208.33	-350.0	18,133.50	20,416.69	2,283.19	11.18	35,000.00
6512-2019 Accessibility Improve	0.00	1,666.67	1,666.67	100.0	0.00	11,666.69	11,666.69	100.0	20,000.00
TOTAL REPAIR & MAINT.	13,125.00	4,583.34	-8,541.66	-186.3	18,133.50	32,083.38	13,949.88	43.48	55,000.00
TOTAL COMMON EXPENSES	13,125.00	4,583.34	-8,541.66	-186.3	18,133.50	32,083.38	13,949.88	43.48	55,000.00
TOTAL EXPENSES	20,551.40	32,083.34	11,531.94	35.94	55,569.13	224,583.38	169,014.25	75.26	385,000.00
NET INCOME (LOSS)	21,007.40	6,112.49	14,894.91	243.6	247,897.38	42,787.43	205,109.95	479.3	73,350.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
September 2019

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AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2019

Prepared For:
 Strata Plan LMS1416
 Surrey, BC

 Surrey, BC

Prepared By:
 Crossroads Management Ltd.
 #1001 - 7445 132nd Street
 Surrey, BC V3W 1J8

ASSETS

1010-0000 Petty Cash	500.00
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	59,713.37
1027-0000 Bank - Water Surcharge	63,719.79
1028-1300 Bank - Golf Tournament Funds	3,031.47
1029-0000 Bank - Apt Utilities	18,820.38
1030-0000 Bank - Exercise Room	1,184.42
1040-0000 Bank - Social Committee	5,460.23
1200-0000 Prepaid Insurance	118,496.24
1205-0000 Prepaid Expenses	505.32
1220-0000 Caretaker Suite	74,305.56
1300-0000 Accounts Receivable	4,293.70

TOTAL ASSETS

350,035.48

LIABILITIES

2010-0000 Accounts Payable	12,231.26
2014-0000 Accrued Water & Sewer	44,459.01
2017-0000 Social Committee Fund	5,460.23
2018-0000 Exercise Room	1,184.42
2019-0000 Golf Tournament Fund	3,031.47
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	115,500.43
2040-0011 Due to CRF -Insurance interest	2,995.81
2170-0000 Vacation Payable	1,368.01
2250-0000 Pre-Paid Fees	27.93

TOTAL LIABILITIES

186,558.57

OWNERS' EQUITY

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	37,922.04
3510-0000 Net Income - Current Year	16,266.02
3510-2000 Net Income - Utilities	15,722.51
3510-3000 Net Income - Water & Sewer	19,260.78

TOTAL OWNERS' EQUITY

163,476.91

TOTAL LIABILITIES AND EQUITY

350,035.48

Date: Oct. 15/19
 Accountant: [Signature]
 Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
September 2019

AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2019

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street
Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-0000 Strata Fees	44,943.96	44,943.83	0.13	0.00	314,607.72	314,606.81	0.91	0.00	539,326.00
4012-0000 CRF Strata Fees - Apart	-12,027.83	-12,027.83	0.00	0.00	-84,194.81	-84,194.81	0.00	0.00	-144,334.00
4015-0000 Parking & Scooter Parki	456.00	208.33	247.67	118.88	3,187.00	1,458.31	1,728.69	118.54	2,500.00
4022-0000 Move in/out	0.00	66.67	-66.67	-100.0	800.00	466.69	333.31	71.42	800.00
4025-0000 Prior Year Surplus (Defic	2,534.92	2,534.92	0.00	0.00	17,744.44	17,744.44	0.00	0.00	30,419.00
TOTAL	35,907.05	35,725.92	181.13	0.51	252,144.35	250,081.44	2,062.91	0.82	428,711.00
4030-0000 Strata Fees	80,877.17	80,877.17	0.00	0.00	566,140.19	566,140.19	0.00	0.00	970,526.00
4032-0000 CRF Strata Fees - Town	-26,168.00	-26,168.00	0.00	0.00	-183,176.00	-183,176.00	0.00	0.00	-314,016.00
4037-0000 Prior Year Surplus	2,974.42	2,974.42	0.00	0.00	20,820.94	20,820.94	0.00	0.00	35,693.00
TOTAL	57,683.59	57,683.59	0.00	0.00	403,785.13	403,785.13	0.00	0.00	692,203.00
OTHER									
4040-0000 Rental - Fireside Lounge	150.00	83.33	66.67	80.01	550.00	583.31	-33.31	-5.71	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	4,200.00	4,200.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	865.00	733.33	131.67	17.96	6,100.00	5,133.31	966.69	18.83	8,800.00
4055-0000 R.V. Parking	800.00	650.00	150.00	23.08	5,965.00	4,550.00	1,415.00	31.10	7,800.00
4061-0000 Bylaw Fines	0.00	0.00	0.00	0	200.00	0.00	200.00	0	0.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	25.00	0.00	25.00	0	0.00
4065-0000 Interest Income	163.86	100.00	63.86	63.86	1,358.61	700.00	658.61	94.09	1,200.00
4066-0000 Remote Control Sale	435.00	125.00	310.00	248.0	1,875.00	875.00	1,000.00	114.29	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	30.00	0.00	30.00	0	0.00
TOTAL OTHER	3,013.86	2,291.66	722.20	31.51	20,303.61	16,041.62	4,261.99	26.57	27,500.00
TOTAL INCOME	96,604.50	95,701.17	903.33	0.94	676,233.09	669,908.19	6,324.90	0.94	1,148,414.00
6030-0000 Apt Janitor/Contract Ser	1,450.00	1,500.00	50.00	3.33	9,677.50	10,500.00	822.50	7.83	18,000.00
6208-0000 Building Maint. - Apartm	1,532.00	4,102.00	2,570.00	62.65	34,212.67	28,714.00	-5,498.67	-19.15	49,224.00
6215-0000 Equipment Maint. - Apart	3,518.03	4,080.17	562.14	13.78	32,213.47	28,561.19	-3,652.28	-12.79	48,962.00
6268-0050 Elevator Maint. - Apartm	1,307.67	1,291.67	-16.00	-1.24	10,213.64	9,041.69	-1,171.95	-12.96	15,500.00
6275-0000 Gate & Door Maint. - Ap	183.66	583.33	399.67	68.52	2,360.03	4,083.31	1,723.28	42.20	7,000.00
6279-0000 Garbage Pick-up - Apts.	1,679.89	1,878.58	198.69	10.58	12,269.57	13,150.06	880.49	6.70	22,543.00
TOTAL EXPS. BEFORE UTILITIES	9,671.25	13,435.75	3,764.50	28.02	100,946.88	94,050.25	-6,896.63	-7.33	161,229.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	1,951.18	4,605.42	2,654.24	57.63	23,882.83	32,237.94	8,355.11	25.92	55,265.00
6320-0000 Garbage Pick-up - Town	4,226.59	4,583.33	356.74	7.78	32,341.26	32,083.31	-257.95	-0.80	55,000.00
TOTAL OPERATING EXPS. - T.H.	6,177.77	9,188.75	3,010.98	32.77	56,224.09	64,321.25	8,097.16	12.59	110,265.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,550.00	11,550.00	0.00	0.00	81,196.50	80,850.00	-346.50	-0.43	138,600.00
6425-0000 Drainage Repair & Maint	0.00	416.67	416.67	100.0	0.00	2,916.69	2,916.69	100.0	5,000.00
6435-0000 Plant Replacement & Im	5,132.15	1,416.67	-3,715.48	-262.2	21,857.62	9,916.69	-11,940.93	-120.4	17,000.00
6440-0000 Irrigation System	87.50	333.33	245.83	73.75	1,478.87	2,333.31	854.44	36.62	4,000.00
6455-0000 Snow Removal	0.00	833.33	833.33	100.0	297.50	5,833.31	5,535.81	94.90	10,000.00
TOTAL LANDS. & GROUNDS	16,769.65	14,550.00	-2,219.65	-15.26	104,830.49	101,850.00	-2,980.49	-2.93	174,600.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	575.00	2,000.00	1,425.00	71.25	8,139.67	14,000.00	5,860.33	41.86	24,000.00
6515-0000 Equipment Rep. & Maint	713.18	1,583.33	870.15	54.96	4,240.95	11,083.31	6,842.36	61.74	19,000.00
6520-0000 Supplies Equipment - Co	0.00	666.67	666.67	100.0	4,187.65	4,666.69	479.04	10.27	8,000.00
6525-0000 Supplies Maintenance-C	7.25	166.67	159.42	95.65	2,174.17	1,166.69	-1,007.48	-86.35	2,000.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	89.87	291.69	201.82	69.19	500.00
6535-0000 Enterphone and Security	0.00	291.67	291.67	100.0	1,577.53	2,041.69	464.16	22.73	3,500.00
6560-0000 Gate Repair & Maint. - C	0.00	333.33	333.33	100.0	218.69	2,333.31	2,114.62	90.63	4,000.00
6565-0000 Pest Control - Common	221.56	583.33	361.77	62.02	2,322.14	4,083.31	1,761.17	43.13	7,000.00
TOTAL REPAIR & MAINT.	1,516.99	5,666.67	4,149.68	73.23	22,950.67	39,666.69	16,716.02	42.14	68,000.00

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AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2019

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
UTILITIES									
6576-0000 Electricity	194.00	250.00	56.00	22.40	1,533.00	1,750.00	217.00	12.40	3,000.00
6577-0000 Electricity Ponds - Com	422.00	416.67	-5.33	-1.28	2,594.00	2,916.69	322.69	11.06	5,000.00
6580-0000 Electricity Stream - Com	638.00	708.33	70.33	9.93	4,466.00	4,958.31	492.31	9.93	8,500.00
6595-0000 Telephone Caretaker	67.20	75.00	7.80	10.40	470.40	525.00	54.60	10.40	900.00
TOTAL UTILITIES	1,321.20	1,450.00	128.80	8.88	9,063.40	10,150.00	1,086.60	10.71	17,400.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	25.00	125.00	100.00	80.00	862.50	875.00	12.50	1.43	1,500.00
6690-0000 Electricity - RV Lot	65.00	75.00	10.00	13.33	455.00	525.00	70.00	13.33	900.00
TOTAL OPERATING EXPS-RV LOT	90.00	200.00	110.00	55.00	1,317.50	1,400.00	82.50	5.89	2,400.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	4,606.04	833.33	-3,772.71	-452.7	7,776.36	5,833.31	-1,943.05	-33.31	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	441.00	1,250.00	809.00	64.72	18,682.62	8,750.00	-9,932.62	-113.5	15,000.00
6715-0000 Lock Up Costs - Rec. Ce	120.00	175.00	55.00	31.43	1,027.38	1,225.00	197.62	16.13	2,100.00
6720-0000 Guest Suites Telephone-	50.70	100.00	49.30	49.30	364.80	700.00	335.20	47.89	1,200.00
6725-0000 Exercise Equip R & M-R	0.00	250.00	250.00	100.0	965.38	1,750.00	784.62	44.84	3,000.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.0	51.49	875.00	823.51	94.12	1,500.00
6735-0000 Pool Repair & Maint.-Re	343.85	708.33	364.48	51.46	6,429.67	4,958.31	-1,471.36	-29.67	8,500.00
6740-0000 Pool Supplies & Chemic	823.78	291.67	-532.11	-182.4	2,846.77	2,041.69	-805.08	-39.43	3,500.00
6750-0000 Cleaning Supplies-Rec.	0.00	200.00	200.00	100.0	841.67	1,400.00	558.33	39.88	2,400.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	583.31	583.31	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,929.00	1,933.33	4.33	0.22	12,878.00	13,533.31	655.31	4.84	23,200.00
6765-0000 Gas - Rec. Centre	856.49	1,108.33	251.84	22.72	7,228.70	7,758.31	529.61	6.83	13,300.00
TOTAL OPER. EXPS-REC. CENTRE	9,170.86	7,058.32	-2,112.54	-29.93	59,092.84	49,408.24	-9,684.60	-19.60	84,700.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,390.13	5,250.00	-140.13	-2.67	34,856.06	36,750.00	1,893.94	5.15	63,000.00
6830-0000 Caretaker Assistant Wag	1,458.34	1,625.00	166.66	10.26	9,737.29	11,375.00	1,637.71	14.40	19,500.00
6865-0000 R. C. Janitor Wages and	1,821.75	1,875.00	53.25	2.84	12,668.17	13,125.00	456.83	3.48	22,500.00
6875-0000 Payroll Costs	888.13	750.00	-138.13	-18.42	6,208.73	5,250.00	-958.73	-18.26	9,000.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	1,257.85	875.00	-382.85	-43.75	1,500.00
TOTAL SALARIES & PAYROLL COS	9,558.35	9,625.00	66.65	0.69	64,728.10	67,375.00	2,646.90	3.93	115,500.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	73.29	233.31	160.02	68.59	400.00
6915-0000 Supplies	41.83	83.33	41.50	49.80	674.97	583.31	-91.66	-15.71	1,000.00
6920-0000 Telephone & Cable - Offi	423.15	425.00	1.85	0.44	2,982.49	2,975.00	-7.49	-0.25	5,100.00
TOTAL OFFICE EXPENSES	464.98	541.66	76.68	14.16	3,730.75	3,791.62	60.87	1.61	6,500.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	466.00	375.00	-91.00	-24.27	4,529.02	2,625.00	-1,904.02	-72.53	4,500.00
6975-0000 Council Expenses - Adm	173.51	241.67	68.16	28.20	973.51	1,691.69	718.18	42.45	2,900.00
6980-0000 Legal Expenses	0.00	83.33	83.33	100.0	115.39	583.31	467.92	80.22	1,000.00
6984-0000 Postage and Printing	1,336.41	1,416.67	80.26	5.67	10,662.29	9,916.69	-745.60	-7.52	17,000.00
6990-0000 Insurance Premiums	23,100.08	23,045.92	-54.16	-0.24	161,700.56	161,321.44	-379.12	-0.24	276,551.00
6992-0000 Insurance Carrying Char	599.17	599.17	0.00	0.00	4,194.19	4,194.19	0.00	0.00	7,190.00
7000-0000 Management Fees	5,785.74	5,785.75	0.01	0.00	40,500.18	40,500.25	0.07	0.00	69,429.00
7010-0000 Property Taxes - Admin.	0.00	37.50	37.50	100.0	325.00	262.50	-62.50	-23.81	450.00
7020-0000 Security - Admin.	1,915.87	2,333.33	417.46	17.89	13,619.22	16,333.31	2,714.09	16.62	28,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	70.00	87.50	17.50	20.00	150.00
7030-0000 Strata Web Site	116.84	37.50	-79.34	-211.5	181.83	262.50	80.67	30.73	450.00
7050-0000 Miscellaneous	17.39	0.00	-17.39	0	34.76	0.00	-34.76	0	0.00
7051-0000 Statutory Financial Revi	0.00	16.67	16.67	100.0	176.40	116.69	-59.71	-51.17	200.00
TOTAL ADMINISTRATION EXPENSE	33,521.01	33,985.01	464.00	1.37	237,082.35	237,895.07	812.72	0.34	407,820.00
TOTAL COMMON EXPENSES	72,413.04	73,076.66	663.62	0.91	502,796.10	511,536.62	8,740.52	1.71	876,920.00
TOTAL EXPENSES	88,262.06	95,701.16	7,439.10	7.77	659,967.07	669,908.12	9,941.05	1.48	1,148,414.00
NET INCOME (LOSS)	8,342.44	0.01	8,342.43	83.42	16,266.02	0.07	16,265.95	23.23	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	9,859.00	9,859.00	0.00	0.00	69,013.00	69,013.00	0.00	0.00	118,308.00
9262-0000 Utilities Interest Income	42.06	0.00	42.06	0	261.55	0.00	261.55	0	0.00

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AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2019

	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	13,873.74	13,874.00	-0.26	0.00	13,874.00
Total Apartment Utilities	9,901.06	9,859.00	42.06	0.43	83,148.29	82,887.00	261.29	0.32	132,182.00
UTILITY EXPENSES									
Gas									
9360-0000 Electricity Kens & Mayfai	2,282.00	2,416.67	134.67	5.57	15,974.00	16,916.69	942.69	5.57	29,000.00
9365-0000 Electricity Windsor	1,448.00	1,583.33	135.33	8.55	10,136.00	11,083.31	947.31	8.55	19,000.00
Total Electricity - Apart.	3,730.00	4,000.00	270.00	6.75	26,110.00	28,000.00	1,890.00	6.75	48,000.00
Gas - Apartments									
9410-0000 Gas - Mayfair	808.73	1,664.75	856.02	51.42	10,058.65	11,653.25	1,594.60	13.68	19,977.00
9420-0000 Gas - Kensington	1,209.29	2,587.75	1,378.46	53.27	15,422.54	18,114.25	2,691.71	14.86	31,053.00
9430-0000 Gas - Windsor	1,079.85	2,762.67	1,682.82	60.91	15,834.59	19,338.69	3,504.10	18.12	33,152.00
Total Gas - Apartment	3,097.87	7,015.17	3,917.30	55.84	41,315.78	49,106.19	7,790.41	15.86	84,182.00
TOTAL UTILITIES - APARTMENT	6,827.87	11,015.17	4,187.30	38.01	67,425.78	77,106.19	9,680.41	12.55	132,182.00
NET INCOME (LOSS) UTILITIES	3,073.19	-1,156.17	4,229.36	365.8	15,722.51	5,780.81	9,941.70	171.9	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,120.00	5,120.00	0.00	0.00	35,840.00	35,840.00	0.00	0.00	61,440.00
9700-0000 Water - Townhouses	7,488.00	7,488.00	0.00	0.00	52,416.00	52,416.00	0.00	0.00	89,856.00
9725-0000 Water - Interest Income	128.05	0.00	128.05	0	1,010.47	0.00	1,010.47	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	26,539.65	26,540.00	-0.35	0.00	26,540.00
TOTAL WATER INCOME	12,736.05	12,608.00	128.05	1.02	115,806.12	114,796.00	1,010.12	0.88	177,836.00
WATER EXPENSE									
9850-0000 Water Usage	14,819.67	14,819.67	0.00	0.00	96,545.34	103,737.69	7,192.35	6.93	177,836.00
TOTAL WATER	14,819.67	14,819.67	0.00	0.00	96,545.34	103,737.69	7,192.35	6.93	177,836.00
NET INCOME (LOSS) WATER	-2,083.62	-2,211.67	128.05	5.79	19,260.78	11,058.31	8,202.47	74.17	0.00

Summary of October 2nd, 2019 Social Committee Meeting

We agreed to have a meeting in January to discuss our budget for the next fiscal year.

Our next event is Oktoberfest, October 25 with an Oompah pa band. Watch for posters

Boxes for candy will be put out in apartment lobbies and the clubhouse on October 15th, to collect donations for Halloween. Anyone in costume is welcome to join us at the gate from 4:30 on to help pass out candy. No dogs PLEASE!

We will assist with handling food and coffee for Hymn Sing on October 26th.

Terry and Kath will organize the Newcomers Event on November 3rd. Anyone we missed who has moved in since October 2018, can contact Terry Hyde 604-598-8711.

Christmas decorations at the clubhouse will be put up November 27th.

November 8th will be a Wing Night with a cash bar. Tickets available that night

An answer was delivered to the residents who wrote a letter about Canada Day.

Planning is underway for the various Christmas Events. There will be a poster with details. We are searching for someone with a gasoline pickup truck to drive the hay wagon for the Christmas Carol Sing-along






November 2019



NOVEMBER SPECIAL EVENTS
at a glance

- November 3 -
Newcomers Meeting
2:00 pm
- November 8 -
Cash\$Bar
Pub Night
5:00 - 7:00pm
- November 17 -
Movie Night
7:00pm
- November 21 -
Ladies Lunch
11:45 am
- November 30 -
Choral Afternoon
2:00pm

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<p>EXERCISES in the Fireside Room Monday & Thursday 9:00am Weights and Bands 9:30am Walk Away the Pounds Tuesday & Fridays 9:00 am Osteo</p>						
3	<p>NEWCOMERS MEET-UP 2:00pm</p>	<p>4 Arts & Crafts 1-4 Canasta 6:45 pm Ladies' Snooker 7 pm Choir 7 pm</p>	<p>5 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:30 pm</p>	<p>6 Coffee 9:45 am Whist 7 pm Poker 7 pm</p>	<p>7 Dance 4:45-6:45 Euchre 7 pm Bridge 6:45 pm</p>	<p>8  Pub Night 5:00 - 7:00pm</p>	<p>9</p>
10		<p>11 Arts & Crafts 1-4 Canasta 6:45 pm Ladies' Snooker 7 pm Choir 7 pm</p>	<p>12 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:30 pm</p>	<p>13 Coffee 9:45 am Whist 7 pm Poker 7 pm</p>	<p>14 Dance 4:45-6:45 Euchre 7 pm Bridge 6:45 pm</p>	<p>15 Pub Night 5:00 - 7:00pm</p>	<p>16</p>
17	<p> Movie Night 7:00pm</p>	<p>18 Arts & Crafts 1-4 Canasta 6:45 pm Ladies' Snooker 7 pm Choir 7 pm</p>	<p>19 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:30 pm</p>	<p>20 Coffee 9:45 am Whist 7 pm Poker 7 pm</p>	<p>21 Dance 4:45-6:45 Euchre 7 pm Bridge 6:45 pm Ladies Lunch 11:45am</p>	<p>22 Pub Night 5:00 - 7:00pm</p>	<p>23</p>
24		<p>25 Arts & Crafts 1-4 Canasta 6:45 pm Ladies' Snooker 7 pm Choir 7 pm</p>	<p>26 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:30 pm</p>	<p>27 Coffee 9:45 am Whist 7 pm Poker 7 pm</p>	<p>28 Dance 4:45-6:45 Euchre 7 pm Bridge 6:45 pm</p>	<p>29 Pub Night 5:00 - 7:00pm</p>	<p>30 CHORAL AFTERNOON 2:00 </p>

HAPPY HOLIDAYS!

December 2019



DECEMBER SPECIAL EVENTS

December 8 -
Movie Night 7:00pm

December 13 -
Cash\$Bar
Pub Night
5:00 - 7:00pm

December 14 -
Christmas
Concert
2:00pm

December 16 -
Hay Ride 7:00pm

December 19 -
Ladies Lunch
11:45 am

December 20 -
Cash\$Bar
Pub Night
UGLY SWEATER


December 29 -
Movie Night 7:00pm

December 31 -
New Year's Eve
Dinner 6:00pm
doors open 5:30pm

December 31 -
New Year's Eve
Dance 9:00pm

January 1 -
Polar Bear Swim
11:00am

Sun Mon Tue Wed Thu Fri Sat

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	 <p>JANUARY 1ST Polar Bear Swim and Breakfast 11:00am</p>			
<p>EXERCISES in the Fireside Room Monday & Thursday - 9:00am Weights and Bands 9:30am Walk Away the Pounds Tuesday & Fridays 9:00 am Osteo</p>						
